



**STATE OF WASHINGTON**  
**GOVERNOR'S OFFICE OF INDIAN AFFAIRS**  
**531- 15<sup>TH</sup> AVENUE SE • PO BOX 40909 • OLYMPIA WA 98504-0909**  
**360/753-2411 • FAX 360/586-3653**

June 3, 2003

**M E M O R A N D U M**

TO: Tribal Secretaries  
FR: Wambli Zephier, Administrative Assistant  
RE: Update on Washington State Tribal Directory

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Please assist us in updating the 2003 fall edition of the Washington State Tribal Directory. **The deadline for submitting your tribes' information is June 27, 2003.** The directories will go to the printer the following Friday, June 30, 2003.

We will also post the updated information to our online directory at [www.goia.wa.gov](http://www.goia.wa.gov). We appreciate tribal input by having your staff and council updates sent to us on a consistent basis. We are able to keep the information fresh via our GOIA website online directory and need your assistance in keeping the information current. This service is very helpful and important to critical state funding sources so that the correct tribal departments receive useful information. Enclosed is your tribe's page from the ***Tribal Organization and Personnel Directory*** created by our office. Please include the following:

- 1) Names of any new personnel
- 2) Correct spelling of each person's name
- 3) Titles for each person (if not already designated)
- 4) Correct phone, email and fax numbers for all personnel
- 5) A main e-mail address for your tribe (if you have one)
- 6) Web site address
- 7) Correct "after-hours" emergency number and contact person
- 8) Any changes/additions/deletions you deem appropriate

**PLEASE make any changes in *dark ink* and fax to me at: 360/586-3653**  
**Or email me at [wambliz@goia.wa.gov](mailto:wambliz@goia.wa.gov)**

We would greatly appreciate your assistance in getting the information and faxing/sending it back to us as soon as possible. After printing, we will send each tribe an updated version of the tribal directory. Copies are limited please feel free to print the directory online for other interested persons.

Thank you very much!!!

cc: Tribal Chairs